



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
WASHINGTON, D.C. 20460

AUG 24 2006

**MEMORANDUM**

**SUBJECT:** Final Guidance on Implementing the State Grant Performance Measures Template for FY07 Grant Awards

**FROM:** Lyons Gray  
Chief Financial Officer  
Office of the Chief Financial Officer

*Maya Froelich for*

*for* Luis A. Luna  
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Associate Administrator  
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*[Signature]*

**TO:** Assistant Administrators  
Regional Administrators

We are pleased to transmit the attached final guidance on implementing the state grant performance measures templates for awards funded by FY07 appropriations. This final guidance updates and supersedes the Interim Guidance published in May 2006, and is available at [www.epa.gov/ocfopage/npmguidance](http://www.epa.gov/ocfopage/npmguidance).

In the FY07 President's Budget, OMB directed EPA to develop a standardized template that states will use to develop and submit their state grant agreements. The template was developed with the full involvement of the National Program Managers (NPMs), regions and states. It is linked to EPA's *Strategic Plan* and long-term and annual goals, uses existing measures and data sources to the extent possible, and augments current partnership agreements and grant workplans.

The final guidance contains specific guidelines for reporting environmental and program results from state grants. The final guidance directs the regions and NPMs, in consultation with the states, to populate the various template columns with data, contains instructions on entering data in the Annual Commitment System, explains how to apply



the three caveats for special reporting conditions, and specifies what should be done with the templates once they are completed. (Note: performance measures for each of the major grant programs are included in the NPM guidance published on the Office of the Chief Financial Officer's website.)

Thank you for your leadership in this new effort which will improve the ability of EPA and the states to demonstrate results from categorical grants and Performance Partnership Grants, reduce reporting burden, and strengthen grant accountability.

Attachment

cc: Deputy Assistant Administrators  
Deputy Regional Administrators  
Assistant Regional Administrators  
Grants Management Officers  
NEPPS Coordinators